



CITY OF MOUNTAIN VIEW

LIBRARY BOARD

## MINUTES

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REGULAR MEETING - MONDAY, JANUARY 26, 2015  
LIBRARY COMMUNITY ROOM - 585 FRANKLIN STREET  
7:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 7:32 p.m.

2. **ROLL CALL**

**Present**— Trustees Max Beckman-Harned, Paul Donahue, David Herington, Cindy Hofen, and Vice Chair Randall Stock.

**Also Present**— Rosanne Macek, Library Services Director; Teresa Gibson, Executive Assistant.

3. **MINUTES APPROVAL**

Minutes of the December 15, 2014 meeting were approved.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**— None.

5. **UNFINISHED BUSINESS**

5.1 **BUDGET**

All City Council appointed boards and committees will soon be requested to submit comments regarding the City Council budget goals for the upcoming fiscal year.

5.2 **LIBRARY CUSTOMER SURVEY**

Discussion ensued regarding what information could be accurately deduced from the survey and how this could improve services for the public. The final survey results will be discussed at the next meeting.

**5.3 INTERLIBRARY LOAN SERVICE**

Item deferred to future meeting.

**6. NEW BUSINESS**

**6.1 ELECT CHAIR AND VICE CHAIR**

**Motion** – M/S Donahue/Hofen – Carried 5-0 – To elect Randall Stock as Chair and David Herington as Vice Chair.

**7. LIBRARY BOARD/STAFF COMMENTS, QUESTIONS, AND REPORTS**

Director Macek presented the attached Director's Report.

**8. DONATIONS**

The donations were accepted.

**9. AGENDA SETTING/PLANNING**

- Budget
- Library Customer Survey

**10. ADJOURNMENT**

The meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Rosanne M. Macek, Secretary  
Library Board

RMM/TG/5/LIB  
023-01-26-15mn-E



## MEMORANDUM

### Library Services Department

**DATE:** January 26, 2015  
**TO:** Library Board of Trustees  
**FROM:** Rosanne Macek, Library Services Director  
**SUBJECT:** Library Report

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#### 5.1 BUDGET

February: Council study session to identify major goals/high level themes.

February 10: Mid-year budget report.

**March: Feedback on goals from Council Advisory committees.**

April: Second Council study session to finalize goals.

April 28: Narrative budget report presented to Council. This is the first time the budget becomes public.

June: Public hearing on budget and Council adoption.

#### 5.2 LIBRARY CUSTOMER SURVEY

The survey was open from December 4 to December 29, 2014 and 807 responses were received. A draft of the results will be discussed and the final report will be complete next month.

#### 5.3 INTERLIBRARY LOAN SERVICE

To allow time to discuss the survey I recommend that we postpone further discussion of this topic until a future meeting.

## **PACIFIC LIBRARY PARTNERSHIP GRANT**

We received a grant in the amount of \$14,990 from the Pacific Library Partnership to establish a series of virtual author talks to be shared with libraries across the state. We plan to schedule at least twelve big name authors to talk via Skype, WebEX, Google Hangout, or another video conferencing application. Libraries across California would be invited to share the cost of the speaker and host a live, synchronous virtual author talk at their library. The more libraries that buy-in, the lower the cost per library. We just received the funding and are in the process of hiring hourly staff support, establishing an author selection team with other libraries, and acquiring equipment. We hope to offer our first author talk this summer.

## **REMODEL**

Our kick off meeting with Noll and Tam Architects, Library staff, and Public Works staff will be Wednesday, January 28. As previously discussed, the goals of the remodel are:

1. Expanding the children's services area into the adjacent media area
2. Expanding the existing community room into the adjacent media area
3. Creating a new, additional community room for adult programs
4. Creating seating areas, new study rooms, and consolidating the information and technology desks on the second floor
5. Creating an additional reading area

An additional attachment includes the report that was presented to the City Council last year. We received funding to hire the architects and complete the design. The construction is currently unfunded.

## **LIBRARIAN RECRUITMENTS**

We just completed a recruitment for a .75FTE adult services librarian and a 1.0FTE children's librarian. We have our final departmental interviews this week and hope to get offers out to our final candidates very soon.

## UPCOMING PROGRAMS

January 27, 9am: *Homeless Outreach with the Community Services Agency*. On the 2nd and 4th Tuesday of each month a CSA social worker will be available and on-site here at the Library to help those in need and provide information and referrals to community resources.

January 27, 7pm: *Hatching a Nest Egg - Transitioning from Asset Accumulation to Retirement Distribution*.

January 28, 12:30pm: *Healthy Happens Here: Fitness and more with the YMCA*. This class helps to develop balance, flexibility, strength, posture, coordination, and fall prevention.

January 28, 3:30pm: *How to Become a Citizen - Naturalization Information Session*. US Citizenship and Immigration Services will present a step-by-step description of the naturalization process and conduct a mock naturalization interview. Participants will receive a free DVD and test preparation materials.

January 28, 7pm: *Alligator Zone: Where Kids Meet Cool Startups*. This program provides an opportunity for children 8 and up, teens and adults to meet local entrepreneurs and learn about their ideas and companies.

January 28, 6:30pm: *Girls Who Code Club*. Open to girls in grades 6-12. This national non-profit organization aims to close the gender gap in technology. Participants will learn about AI, game design, cryptography and more.

January 29, 1:00pm: *Japanese Story Time*. Stories, songs and rhymes in Japanese for ages 3-6.

January 29, 7:00pm: *Language Swap*. Are you an English speaker trying to learn another language? Spend some time helping someone speak your native language, and then spend some time speaking his or hers.

January 30, 10:15am: *Mother Goose & More*. A musical storytime for babies & toddlers with books, rhymes, and puppetry.

January 31, 11:30am: *Fruit Tasting with Frog Hollow Farms*. Frog Hollow Farm is a thriving 133-acre organic farm located in Brentwood, California. They are certified organic and committed to sustainable practices.

Feb. 3, 7:00pm: *Are you ready to go? End of life planning*. This program will help you make your final plans and communicate them to the people who need to know.

Feb. 4, 7:00pm: *Silicon Valley Reads Adult Storytime*. Excerpts from the Silicon Valley Reads books: *We Need New Names*, *The Book of Unknown Americans* and *Stealing Buddha's Dinner*.

Feb. 7, 11:30am: *Sing and Play Along: Ukulele Jam*.

Feb. 11, 7:00pm: *A Heart-Felt Program*. Get crafty for Valentine's Day by creating two different felt hearts. First, use needle felting to transform raw wool into a handmade heart. Then, make a stuffed heart ornament for your sweetheart.

Feb. 12, 7:00pm: *Silicon Valley Reads* author Bich Minh Nguyen will be here to discuss her book *Stealing Buddha's Dinner: A Memoir*.

Feb. 14, 11:30am: *All About Blueberries* with the Santa Clara County Master Gardeners. Types of blueberries and varieties that have done well in our area will be discussed. Planting, feeding, watering, pruning, and harvesting will be covered.

Feb. 17, 7:00pm: *How I Did It: Creating a Native Garden in a Parking Strip*. Come learn how you can take your grass- or concrete-filled parking strip and turn it into a haven for California native plants.

### UPCOMING CLOSED DAYS

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